



## How to Avoid Add-on Charges and Time Delays when preparing your quilt to be machine quilted.

Innova® Dealer Showroom and Training Centers  
Richmond, Virginia ~ Greenville, South Carolina

By following the preparation steps below, you can avoid time delays and unwanted add-on charges.

1. Press your quilt top and backing thoroughly.
2. If you have a preference for the top of the quilt and/or backing, please place a safety pin to indicate the top center.
3. If you pre-wash your fabrics, it is best to pre-wash all of them.
4. Clip all loose threads from the back and front of the quilt top.
5. Square-up backing fabric, or we will have to charge you to do it.
6. **Your backing and batting must be a minimum of 4" larger than your quilt top on all four sides.**
7. Do not baste, pin or tack your quilt together; just fold each piece separately.
8. Before seaming your backing, be sure to remove all selvages.
9. Be aware that fullness and puckers that have been pieced in cannot be quilted out.
10. Embellishments such as buttons and ribbons should be attached after quilting.
11. If you would like your quilt top positioned in a certain way on a pieced backing, please place pins at the midpoint where you would like it centered. We will do our best to center the quilt, but cannot guarantee 100% accuracy due to shifting during the quilting process.

### Border Tips:

1. Avoid handling your quilt by the borders once they have been attached. This can cause them to stretch and become loose and wavy.
2. Straight borders should be cut from the length of the grain, (parallel to the selvage). They will lay much flatter than those cut cross-grained or on the bias.

Please note: All quilts are trimmed to 1 inch unless otherwise requested. All leftover batting and backing fabric will be returned with the quilt.

If your quilt requires preparation upon its arrival, the following charges will apply:

Clip loose threads	\$10.00 to \$20.00
Squaring Backing	\$10.00
Pressing	\$10.00 to \$20.00 (depending on the size)
Piecing backing	\$10.00 (per seam)
Repairs	Price determined by the amount of repairs
Adding strips	\$10.00 per strip
Removal of embellishment	Price determined by the amount to be removed

*We will return your quilted treasures in our **Personal Quilt Carrier**. We provide this packaging as a courtesy to our customers for transporting quilt projects for machine quilting. Our quilt carriers will protect your treasures from moisture, dust and sun fading during their journey to and from our studio.*

*When you have completed your next project, simply enclose your new project into your **Personal Quilt Carrier**, slide your worksheet/order form into the outside pocket, and send it back to us for quilting.*

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